



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE  
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June 6, 2002

TO: Each Supervisor

FROM: James A. Noyes  
Director of Public Works

**PROPOSED AGENDA DATE JUNE 18, 2002**  
**REFURBISHMENT OF ALHAMBRA HEADQUARTERS**  
**AWARD AGREEMENT**  
**C.P. 88902**

Attached is a fact sheet summarizing the main points covered in the Board letter we filed for the June 18, 2002, agenda recommending executing an architect/engineer services agreement for Phases 2 and 3 of the Alhambra Headquarters Refurbishment Project along with approval to proceed with constructing Phase 2.

TJR:djm  
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Attach.

cc: Supervisor Gloria Molina (Nicole Englund, Carrie Sutkin)  
Supervisor Yvonne Brathwaite Burke (Chuck Bookhammer)  
Supervisor Zev Yaroslavsky (Maria Chong-Castillo)  
Supervisor Don Knabe (Fred Guido, Tom Martin, Curt Pedersen)  
Supervisor Michael D. Antonovich (Conal McNamara)  
Chief Administrative Office (John Edmisten)

**FACT SHEET  
REFURBISHMENT OF ALHAMBRA HEADQUARTERS  
AWARD AGREEMENT  
PROPOSED AGENDA DATE JUNE 18, 2002**

**Request**

Approve programming, design, and construction of Phase 2 for \$1,200,000 and design and contract administration services for Phase 3 as part of a multiyear plan to refurbish a portion of the Department of Public Works Headquarters. Award and authorize an architectural services agreement for Phases 2 and 3 along with miscellaneous as-needed services for a not to exceed fee of \$500,000.

**Justification**

This is the second phase of a multiphase, multiyear program to refurbish our Headquarters building which has outgrown original divisional configurations due to numerous changes to the work as well as additional responsibilities assigned to Public Works. The first phase, approved by the Board on March 13, 2001, at \$1,200,000, was completed on schedule and under budget on December 13, 2001. Phase 2 is scheduled to be completed by January 2003. We will be returning to the Board for authorization to proceed with Phase 3 in the 2002-03 Fiscal Year.

**Description**

Phase 2 includes reconstructing and relocating the Department's Emergency Operations Center and its emergency power system, modifying the 24-hour emergency dispatch and radio telecommunications room, modifying the mail center and sorting facilities, and reconfiguring Water Resources Division to accommodate the work above. Reconfiguring partitions and other building-related trades will be primarily performed by an existing JOC contractor. New furniture systems, replacing carpeting and window coverings, and upgrading the fire alarm system will be purchased through existing County agreement vendors or procured through an open bidding process by Public Works or Internal Services Department, as appropriate.

**Financing**

The total project cost for Phase 2 is estimated to be \$1,200,000 including all architect/engineer services and will be funded by 2001-02 Flood Control District funds.